



INDEPENDENT STUDY (Management Sciences)
 (For Advisor – To be submitted at the end of the semester)

For Office Use Only	
Appointment Letter	_____ (signed)
Long Report	_____ (submitted)
Short Report†	_____ (submitted)
Softcopy (long report)	_____ (submitted)
Softcopy† (short report)	_____ (submitted)
Three questions with answer	_____ (submitted)
IS Honorarium	_____ (paid)
(† in proper format)	

Name of student: _____ Registration No.: _____
 Spring / Summer / Fall: _____ Credits Registered: _____

Progress and Meeting Record

No.	Date	Venue	Purpose	Progress and Comments

(use additional pages if necessary)

To be filled in by Advisor

Name of Advisor: _____
 Topic of Independent Study: _____
 Area of Independent Study *(to be filled by the Coordinator)*: _____
 Tentative Letter Grade *(Assigned by Advisor*)*: _____

**(A+: Excellent; A: V. Good; B+: Good; B/ Satisfactory; C+/C: Not Satisfactory)
 Final grade will be assigned after report presentation.*

Comments (if any): _____

 Date & Signature of Advisor

Tentative Letter Grade *(Assigned by Observer*)*: _____
(after report presentation – to be filled by Program Support Officer)

 Date & Signature of Program Support Officer

Final Letter Grade Assigned: _____

 Date & Signature of MS/ PhD Program Manager

 Date & Signature of Program Dean

*Please submit this form with copy of final reports in proper format (hard & soft)† by final exam week at the end of the semester
 Independent Study report must be presented in an open forum on the first Saturday after final examination week. Advisor must be present.*

† 2reports: long & short (3000 words in Harvard Referring Style) and soft copies on disk



Questions submitted for Comprehensive Exam
(Attach answers separately)

Spring / Summer / Fall: _____

Student name: _____ Registration #: _____

IS Title: _____

1. _____

2. _____

3. _____

Advisor Name

Signature of Advisor